NATIONWIDE NATIONAL GUARD OF ARIZONA

HUMAN RESOURCE OFFICE

5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495 PHONE (602) 629-4800; DSN 853-4800 WEBSITE: http://dema.az.gov/

TITLE 32 EXCEPTED TECHNICIAN VACANCY ANNOUNCEMENT

NATIONAL GUARD MEMBERSHIP IS REQUIRED: This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be required to wear the military uniform.

ANNOUNCEMENT NUMBER: 18-475T OPEN	ING DATE: 20-Sep-18 CLOSING DATE: 10-Oct-18	
POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER: Supervisory Supply Technician, GS-2005-09, E-6/TSgt - E-7MSgt, MPCN: 0078849634		
APPOINTMENT FACTORS: OFFICER	WARRANT OFFICER ENLISTED	
KNOWN PROMOTION POTENTIAL: NONE		
SALARY RANGE: \$52,229.00-\$67,899.00 PA	SUPERVISORY ⊠ MANAGERIAL ⊠ NON-SUPERVISORY/NON-MANAGERIAL □	
LOCATION OF POSITION: 161st Air Refueling Wing, Phoenix, Arizona		

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date. The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on caseby-case basis, Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

AREA OF CONSIDERATION:

This position is in the Federal/Excepted Civil Service and is open to current members and those eligible for membership in the Arizona Air National Guard. Individual selected will receive an Indefinite Appointment and may be converted to permanent based on availability of funds or position no longer being encumbered. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

INSTRUCTIONS FOR APPLYING: Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants MUST submit a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement) or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a Resume or the Optional Form 612. Applicant MUST submit complete RIP and/or other documentation to verify possession of AFSC.

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending

dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Air National Guard, (161st ARW) and must possess the following AFSC: 2S071

- -Federal employment suitability as determined by a background investigator.
- -May be required to successfully complete a probationary period.
- -Participation in the Direct Deposit/Electronic Funds Transfer Program.
- -Military Uniform must be worn.
- -Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

Relocation Incentive may be offered:	YES	NO \boxtimes
PCS may be offered:	YES	NO 🗵

NOTES:

NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

- 1. Ability to plan and organize the work performed in the sections to provide optimum service, efficiency, and productivity.
- 2. Ability to develop and establish performance standards and rate the performance of subordinates.
- 3. Ability to determine training needs of subordinates and ensures training is provided.
- 4. Ability to prepare, approve, and assign official job descriptions and performance appraisals.
- 5. Skill in interpreting, planning, establishing, and prioritizing work requirements for affected elements and personnel.
- 6. Ability to effectively communicate both written and orally.

SPECIALIZED EXPERIENCE: Must possess at least **24** months experience, education, or training dealing with cost estimates, budgets or funding management. Experience conducting extensive and exhaustive searches for required information; reconstruct records for complex supply transactions; and/or provide supply operations support for supply activities.

BRIEF JOB DESCRIPTION: This position is located at the 161st Air Refueling Wing, Logistics Readiness Sqauadron, Phoenix, Arizona. The primary purpose is to serve as a first level supervisor for the Flight Service Center Element, providing planning, directing, organizing and exercising control over non supervisory employees assigned to the Maintenance Support Section. The base level of work supervised is GS-07.

SELECTING OFFICIAL: MSgt Sonia Beckman